CURRICULUM VITAE

|  |  |
| --- | --- |
| **Name:** | **[Insert Name Here]** |
| **Address:** | **[Road], [Town], [City], [Postcode]** |
| **Mobile Number:****Tel Number:** | **[Mobile Number Format: xxxxx xxx xxx]****[Home Number Format: xxx xxxx xxxx]** |
| **E-Mail Address:** | **[Insert Email Address Here]** |

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| **PROFILE OF SKILLS** |
| [A short, brief summary of your work skills as well as your social skills] |

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| --- |
| **Education:** |
| **School:** [Current School Name] |
| **Year** | **Qualification** | **Subject** | **Grade** |
| [Year] | [QualificationExample: Predicted GCSE] | [Subject 1][Subject 2][Subject 3][Subject 4][Subject 5][Subject 6][Subject 7][Subject 8][Subject 9][Subject 10][Subject 11][Subject 12] | [Insert grade here][Insert grade here][Insert grade here][Insert grade here][Insert grade here][Insert grade here][Insert grade here][Insert grade here][Insert grade here][Insert grade here][Insert grade here][Insert grade here] |

|  |
| --- |
| **WORK EXPERIENCE:**  |
| **Dates** | **Name of company and main duties** |
| [MM/YYYY] to [MM/YYYY] | Company: [Insert Name of Company Here]Main Duty: [Insert Main Duty Here] |

**ACHIEVEMENTS & OTHER INFORMATION**

- [Insert up to 5 Achievements Here]

- [Example: Prefect]

- [Example: 100& Attendance]

- [Example: Sports Cup Winner]

- [Example: Head Boy]

**HOBBIES/INTERESTS:**

- [Insert up to 5 Hobbies/Interest Here]

- [Example: Football]

- [Example: Cycling]

- [Example: Computer Games]

- [Example: Programming]

**REFERENCES: Available on Request**